

# **KIMBERLEY PARISH COUNCIL**

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I hereby give notice of a meeting of Kimberley and Carleton Forehoe Parish Council and summon members to attend.

The meeting will be held on Monday 20 May 2024, at St Mary's Church, Carleton Forehoe, 7:30pm  
MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

*Maria Hutson*

Maria Hutson, Clerk to the Parish Council

8 May 2024

## **AGENDA**

1. To elect the Chairman for the ensuing year
2. To elect the Vice-Chairman for the ensuing year
3. To receive and approve apologies for absence.
4. To receive declarations of interest and applications for dispensations
5. To approve the minutes of the meeting held Thursday 29 February 2024
6. Public Forum
  - a. Public Comments
  - b. District Councillor
  - c. County Councillor
7. To hear incoming correspondence since last meeting and determine responses where appropriate:
  - a. General Correspondence
  - b. Mid Norfolk Flooding Campaign
8. To review delegation arrangements to the clerk
9. To consider revised Standing Orders
10. Finance:-
  - a. Review of internal controls and risk assessments
  - b. To consider the Internal Auditors report for year ending 31 March 2024
  - c. To agree the accounts for year ending 31 March 2024
  - d. To consider whether to exempt from an external audit and if so to authorise the Clerk and Chairman to sign the form
  - e. To consider the assertions on, and complete, the Annual Governance Statement 2023/24 and to authorise the Clerk and Chairman to sign
  - f. To consider and approve the Accounting Statements 2023/24 and to authorise the Chairman to sign
  - g. To note payments made since the last meeting
    - a. Jane Fraser, Laptop £300
    - b. NPTS Subscription £55
    - c. Clerk Salary, April £171.75
    - d. HMRC PAYE Month 1 £22.60
  - h. To note receipts made since the last meeting
    - a. SNC, Precept £4,361
  - i. To approve payments
    - a. Clerk Salary, May £171.55
    - b. HMRC Quarter 4 £22.80
    - c. Carleton Forehoe Fen Lease £5
    - d. Jim Grave, Internal Audit £50
11. Planning:-
  - a. Planning Decisions made by local authority
  - b. Any applications received after the publication of the agenda
12. To receive an update on public rights of way
13. To receive an update on the Norwich Western Link / A47 Task Force
14. To receive an update on the spending of the Pride and Place, Clean up and Bloom grant.
15. Date of next meeting - Monday 16<sup>th</sup> September, St Peters Church, Kimberley